

BOARD OF SELECTMEN
MINUTES
DECEMBER 1, 2007

Pursuant to notice duly filed with the Town Clerk, the Town Meeting Coordination Meeting was held at 8:30 a.m. in the Hearing Room.

Present were Margaret B. Briggs, Chair; Virginia McIntyre; Anne D. Shapiro; Stanly E. Black, and Gregory P. Howes, Clerk. Also present were Christopher Whelan, Town Manager and representatives of Boards and Committees.

Ms. Briggs called the meeting to order and welcomed the public and members of Boards and Committees to the meeting that begins the new Town Meeting cycle. This is the opportunity for appointed and elected Boards and Committees to inform other boards about projects in process and matters that they anticipate bring to Town Meeting. This alerts other boards to any issues requiring cooperation or consultation.

BOARD OF SELECTMEN

Ms. Briggs noted that she has distributed a letter to all boards alerting them to limited funding for articles and that anyone proposing a special article with financial implications will need to identify the source of funding for the article.

Ms. Briggs stated that the Board of Selectmen is developing an Article regarding the Bruce Freeman Rail Trail. The Article identifies the parameters under which changes in the schematic plan developed by the consultant and recommended by the Bruce Freeman Rail Trail Committee will come back to Town Meeting.

FINANCE COMMITTEE

Finance Committee Guideline Chair, Walter Birge reviewed the Guideline process. He stated that the three governmental entities presented needs, budget drivers, and plans for the future. After deliberation the Finance Committee is recommending a 4% increase with no Override. The allocation is: a 4.8% increase or \$792,000 to the Town; 3% or \$782,000 to Concord Public Schools, and 5% or \$612,000 to the regional high school. This is a \$2,186,867 increase and will allow the three entities to maintain programs within Proposition 2½ limits.

This FY09 Guideline assumes no change in state aid, a decline in interest earnings, an allocation of \$600,000 from Free Cash to reduce the cost to taxpayers, a Carlisle regional high school assessment of \$280,000

Finance Committee Chair Tom Anzer stated that the FY09 Guideline was good news in that there is not a need for an Override to sustain the 4% increase. He stated that the regional high school budget would be a challenge due to budget constraints in Carlisle. Carlisle might require an Override to fund its assessment and if it fails there could be a mismatch between the towns. Mr. Anzer noted that the Finance Committee is considering a Stabilization Fund to lower the peaks in tax increases.

TOWN MANAGER

Town Manager Christopher Whelan stated that the Town will be able to comply with the current Guideline while maintaining the current level of services. He stated that the Fire Department has recently hired four new firefighters but that salaries are paid from a grant in the first year. The Town will be responsible for a larger share of the cost each year until it must choose to pay the full cost or not retain the Firefighters. Mr. Whelan stated that he would like to add two full time Dispatchers to the current six. This would enable full coverage during a multi-incident event. When that occurs coverage is usually provided by the Police Department which prevents that Officer from responding to the emergency. The Guideline will allow Mr. Whelan to add one Dispatcher in FY09.

Mr. Whelan stated that the Guideline will allow a 3% salary increase for non-union employees, a modest increase to the Town-building Maintenance Fund, and a small amount for Adult and Community Education. Mr. Whelan recommends a \$100,000 space needs study of various Town Offices. There is no space to add employees to address new and critical issues. One option may be to acquire or augment Town buildings in Concord Center. He is proposing renovations to the Cemetery Deed House to be funded partially from the Community Preservation Acts funds, Cemetery Division, and the Operations budget.

Board of Selectmen

Finance Committee

Town Manager

BOARD OF SELECTMEN
MINUTES
DECEMBER 1, 2007

Other projects that will be funded within the Guideline include \$650,000 Roads Program and a \$250,000 Tot Lot at Emerson Playground.

SCHOOL COMMITTEE

School Committee

Superintendent Brenda Finn thanked the community for its support of the Willard School construction project. Issues for the Schools in FY09 include a supplemental request for unanticipated SPED costs, full day kindergarten, the addition of language classes at the Middle School and at the high school, new English as a Second Language needs, replacement of old textbooks to respond to curriculum adjustments, and replacement of information technology hardware. There will be a reduction of one employee at the Middle School due to enrollment decreases.

Program at the high school can be maintained within the Guideline, but there will be no new initiatives. The SPED budget will need to respond to eleven unanticipated students with social and emotional needs. The Schools will address this budget pressure by reducing supplies and materials budgets by 50% and by deferring a bus purchase. The Carlisle financial situation will be a continuing problem, but schools are full partners in working with Carlisle, the Board of Selectmen and the Finance Committee.

Mike Fitzgerald, Regional High School Chair, stated that the School Department hoped to manage the unanticipated SPED costs within the budget, and with assistance from the State Department of Education, but would put a placeholder article on the Warrant. He stated that there is \$5,000,000 in the Regional Excess and Deficiency Account, the school equivalent of Free Cash. The School Committee wants to retain this for bonding the high school construction.

John Flaherty, Director of School Finance and Operations, described the drivers of School Department budgets. Peter Fischelis, Chair of Concord Public Schools, described the Capital needs at each of the school buildings. He noted that full day kindergarten could be within the budget or pulled out as a separate Warrant Article in order to allow the Town to record its opinion.

Jerry Wedge, Co-Chair of the Willard School Building Committee, thanked the community for the vote of support and spoke about the planning for the new building. He stated that it will be model of new/green construction. If all goes well with the bid, work should begin in April and students move into the new building in September 2009. Mr. Wedge stated that the Thoreau School is one of 83 schools on the MSBA list for funding.

Mike Fitzgerald stated that Carlisle was on the MSBA list, but the regional high school was not. In anticipation of positive action by MSBA, the School Committee did not plan on submitting any Capital Articles to 2008 Town Meeting. More work needs to be done and feedback gathered from the accreditation process.

COMMUNITY PRESERVATION COMMITTEE

Community Preservation Committee

Joanne Gibson, Chair of the Community Preservation Committee presented a summary of the 10 applications that have been proposed for FY09 approval. The total amount requested is \$3,098,769. The total amount available for the 1.5% surcharge and matching State funds is \$2,357,233. The Committee has not voted upon the applications to send to Town Meeting.

Applications have been received from the Library for preserving Thoreauvian books, from Concord Housing Trust to preserve the affordability of Annex units, from Save Our Heritage for Barrett Farm restoration, from CLCT for Hubbard Brook Farm acquisition, renovations to the Cemetery Deed House, climate control for the Library, repairs to the parapets of Nashawtuc Bridge, Orchard House, and land acquisition on Walden Street.

Ms. Gibson noted that after five years in the program, a community may vote at Town Meeting and at the polls to remove itself, but is not required to have that vote. A community may also vote to increase or decrease the amount of surcharge. She stated that this may be the final year of 100% State matching funds.

BOARD OF SELECTMEN
MINUTES
DECEMBER 1, 2007

PUBLIC WORKS COMMISSION

Paul Mahoney, Chair of the Public Works Commission reported that the Commission will submit its usual six Articles: Roads, program, Road Repair Revolving Fund, Solid Waste Disposal Fund Expenditures, Water System and Sewer System Expenditures, and the Sewer Improvement Fund Expenditures.

Public Works
Commission

HUGH CARGILL FARM MANAGEMENT TASK FORCE

Ms. McIntyre reported that the Hugh Cargill Farm Management Task Force intends to submit an Article regarding the use of the Hugh Cargill Farm. This arose out of a proposal to place a baseball field on the remnants of the Farm which now includes both open land and the Alcott school, water department drinking water well site, and the courthouse.

Hugh Cargill Farm
Management

PLANNING BOARD

Fred Watriss, Chair of the Planning Board, stated that the Planning Board intends to submit its customary articles, including home occupations in 40B developments, parking requirements for ATMs, making the non-conforming use bylaw consistent with Chapter 40A, amending the height limit for wind power generators, consideration of the Dover amendment regarding buffering neighborhoods.

Planning Board

HISTORICAL COMMISSION

Nancy Butman, Chair of the Historical Commission, stated that the Commission intends to submit a change to the Demolition Delay Bylaw and an Article to expand the Main Street Historic District. The Commission has determined that 123 houses built before 1865 are without protection from demolition. Of these, the Commission proposes to add 27 to be protected and to clarify the language of the bylaw.

Valarie Kinkade spoke about the homes intended to be added to the Main Street District. She stated that the Historic Districts Commission believes that it is the responsibility of the Historic Commission to propose the District and the HDC to manage the district.

Historical Com-
mission

CITIZEN PETITION ARTICLES

Terry Rothermel stated that the Concord Housing Foundation will sponsor an Article to establish a decision process by which acquisition of large parcels by the Town will include land conservation, affordable housing, and recreation in the matrix of possible uses. Mr. Rothermel stated that in most cases, land is acquired for open space or housing without consideration of housing, recreation or municipal uses. He stated that the Housing Foundation does not plan to oppose the acquisition of Hubbard Brook Farm. Mr. Rothermel had no language at this time.

Citizen Petitions

ADJOURNMENT

On a motion duly made and seconded, it was:

VOTED: To adjourn the Open Session and to conclude business at 10:10AM.

Adjourn

Anne D. Shapiro	Aye
Virginia McIntyre	Aye
Stanly E. Black	Aye
Gregory P. Howes	Aye
Margaret B. Briggs	Aye

Respectfully submitted,

Gregory P. Howes, Clerk